

**KENTUCKY BOARD OF MEDICAL IMAGING & RADIATION THERAPY**

**June 14, 2023**

**1:00 pm**

Board Members Present: Sharon Whitaker, Eric Burchfield, Jeffrey Fannin, Ryan Hamilton, Keri Leamy, Lucas Rodriguez, Nancy Uhls

Board Members Absent: Doyle Decker, Stephanie Lester

ExOfficio Members: Elizabeth Morgan, Mary-Anne Gillespie

Guests:

AGENDA ITEM	Time	DISCUSSION	Action
Call to order	1 minute		Meeting was called to order at 1:05 pm.
Approval of April Minutes	2 minutes		A motion to approve April minutes was made by Ryan Hamilton. Keri Leamy seconded. Motion passed.
Approval of Board travel and per diem	1 minute		Lucas Rodriguez made a motion to approve board travel and per diem for today's meeting and per diem for May's committee meetings and board member training. Jeffrey Fannin seconded. Motion passed.
Committee Reports	20 minutes	<p><u>Education Committee:</u> No report.</p> <p><u>Complaint/Violation Committee:</u>                      The complaint/violations committee made a recommendation to approve the following actions:  <b>21.13</b> Approve an Agreed Order for Payment Plan of Civil Penalty.  <b>21.13A, B, C, D, E</b> Dismiss cases.  <b>22.30</b> Dismiss, as no apparent violation occurred.  <b>23.01</b> Dismiss with caution.  <b>23.05</b> Dismiss case, unless individual applies for reinstatement of license.  <b>23.06</b> Initiate Complaint  <b>23.07</b> Dismiss, as no apparent violation occurred; refer to Radiation Health Branch.  <b>23.08</b> Initiate Complaint  <b>23.09</b> Initiate Complaint and Issue Cease and Desist Order  <b>23.10</b> Issue Cease and Desist Order  <b>23.11</b> Initiate Complaint  <b>23.12</b> Initiate Complaint and Issue Cease and Desist Order  <b>23.13</b> Initiate Complaint  <b>23-V-001</b> Approve Agreed Order for Payment Plan of Civil Penalty  <b>23-V-005</b> Approve Agreed Order for Payment Plan of Civil Penalty  <b>23-V-009</b> Issue 9-day retroactive suspension and \$450 civil penalty</p>	

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		<p>The recommendation to approve the list of actions was seconded by Keri Leamy. Recommendation passed.</p> <p><u>Applications Committee:</u>  The applications committee made a recommendation to approve applications for Chad Marcum, Jessica Thompson, Sterling Connell, Dylan Settles, Tassa Burns, William Johnson, Aubrianna Brown, Savannah Rickson, and Christina Cecil (contingent upon Ms. Cecil's submission of continuing education). Ryan Hamilton seconded recommendation. Recommendation passed.</p> <p>On behalf of the applications committee, the Executive Director made the following recommendation. The applications committee used the current process for awarding scholarships in accordance with 201 KAR 46:100, and made a recommendation to issue \$1,500 scholarship awards to five individuals and disqualify one individual due to the program not being medical imaging or radiation therapy. Applicants remained anonymous throughout the application review to preserve the integrity of the process and will be announced following the board's adoption of the committee motion. Ryan Hamilton seconded. Recommendation passed.</p> <p>The recipients of the 2023 Medical Imaging and Radiation Therapy Scholarship Fund, in no certain order, are Kevin Duncan, Alexis Magdaleno, Ashlee Valentino, Jackson Whitehouse, and Felicia Alexander.</p> <p><u>Communications Committee:</u>  The communications committee made a recommendation to send out correspondence regarding the scholarship awards to all licensees. Jeffrey Fannin seconded. Recommendation passed.</p> <p><u>Regulations Revision Committee:</u>  The regulations committee made a recommendation to pursue licensing Magnetic Resonance Imaging (MRI) and Sonography Technologists, and find a legislator to sponsor a bill to amend the statutes. Jeffrey Fannin seconded. Recommendation passed.</p> <p>The regulations committee made a recommendation to refer the topic of nuclear medicine education to the Education Committee for possible increase in scholarship fund. Jeffrey Fannin seconded. Recommendation passed.</p>	
Old Business	15 minutes	<p><u>New Database Update:</u>  A project manager has been assigned. Meetings with the "customer success manager" are ongoing to review project</p>	

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		and address any issues. Recent discussions about the project timeline launch is tentative for the end of August.	
Executive Director Update	5 minutes	<p><u>License Update:</u>  April 2023</p> <ul style="list-style-type: none"> <li>a. New: 30</li> <li>b. Renewal: 560</li> <li>c. Late: 2</li> <li>d. Follow-up to late license submissions: in committee</li> </ul> <p>May 2023</p> <ul style="list-style-type: none"> <li>a. New: 150</li> <li>b. Renewal: 600</li> <li>c. Late: 8</li> <li>d. Follow-up to late license submissions: in committee</li> </ul> <p><u>Related legislative activity:</u> None</p> <p><u>Related ARRT, ASRT, NMTCB updates:</u>  The ARRT is offering 1 free continuing education credit for <a href="#">Guide to Ethics in Imaging</a> to all radiologic technologists.</p> <p><u>Budget: Report through May 2023 was distributed</u></p> <ul style="list-style-type: none"> <li>a. Revenue</li> <li>b. Expenditures</li> <li>c. YTD Balance</li> <li>d. Outstanding Bills</li> </ul> <p><u>Other:</u></p> <ul style="list-style-type: none"> <li>a. <u>Office Updates:</u>  CLEAR Board Member Training: The final training session is scheduled for June 22.</li> </ul>	

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<p><b>New Business</b></p>		<p><u>Records Retention Review:</u>  The following items, in accordance with the board's records retention schedule should be destroyed:</p> <ul style="list-style-type: none"> <li>a. Inactive Electronic License Files: Retain 20 years after expiration. 2,344 electronic records</li> <li>b. Inactive Temporary License Files: Retain 5 years after expiration. 1,982 electronic records.</li> <li>c. Denied Applications: Retain 3 years from date of final resolution. 28 paper files</li> <li>d. Complaints Cases resulting in disciplinary action: Retain 10 years after date that all requirements of disciplinary actions are met. 9 paper files (Revoked are maintained indefinitely)</li> </ul> <p><u>Legal Counsel Discussion</u>  The MOA with the Board of Optometric Examiners was terminated due to attorney's resignation. As a result, a request for bid process was initiated. Once the solicitation expires, a committee will need to review bids, score, and determine which bid to award.</p> <p><u>Review of MOA with Cabinet for Inspections</u></p>	<p>Nancy UHls made a motion to destroy records in accordance with the board's record retention schedule to include expired electronic license files, expired electronic temporary files, denied applications, and complaints cases. Eric Burchfield seconded. Motion passed.</p> <p>Jeffrey Fannin made a motion to appoint Doyle Decker, Sharon Whitaker, and Ryan Hamilton to the selection committee for the review of the bids and selection of the best candidate for legal counsel. Nancy UHls seconded. Motion passed.</p> <p>Jeffrey Fannin made a motion to enter into a Memorandum of Agreement with the Radiation Health Branch for the conduction of inspections on behalf of the Board. Lucas Rodriguez seconded. Motion passed.</p>

AGENDA ITEM	Time	DISCUSSION	Action
<b>Future meetings</b>		August 9, 2023  <i>All meetings are scheduled to start at 1:00 p.m. and are held at the KBMIRT office: <b>125 Holmes Street, Third Floor Conference Room</b></i>	
<b>Meeting adjourned</b>			Nancy Uhls made a motion to adjourn meeting. Ryan Hamilton seconded. Meeting adjourned at 1:47pm.